

**1. What does your contract with DHH entail regarding the Women in Children service contract?**

CCFHC's contract with the Office of Public Health/Center for Community and Preventive Health is for Women Infant and Children's (WIC) Services. WIC is a US Department of Agriculture supplemental nutrition program that provides nutritional education and food vouchers for low-income pregnant women, infants and children up to age five (5). CCFHC's WIC contract amount is \$760,000 annually, which represents less than 9% of the agency's \$8,900,000 budget.

**2. Do these services flow to the Center for Community and Preventive Health inside the OPH?**

The statewide WIC program is administered through OPH/Center for Community and Preventive Health. OPH then subcontracts with more than 30 other vendors, including Federally Qualified Health Centers such as CCFHC, to establish client eligibility, provide nutrition counseling and issue the food vouchers to those who meet the eligibility criteria.

**3. How long has this contract existed?**

CCFHC began providing WIC services immediately after the agency opened in 1997. Mr. Matthew Valliere did not begin his employment in an OPH entry level position until 2003, approximately six years after CCFHC began providing this service. The contract is extended annually based upon satisfactory contract performance.

**Would the CEO of CCFHCC be required to service this contract?**

CCFHC's WIC Director manages this contract all employees working in this program report to the WIC Director. The Chief Administrative Officer supervises the WIC Director and the CAO reports to the CEO. Normally, the CEO would sign the WIC contract on behalf of the health center. However, that signature authority can be delegated to the Chief Financial Officer or assumed by the Board President. The OPH signature authority for the WIC contract is Director of Nutrition Services and the Assistant Secretary of Public Health, not Matthew Valliere.

**Does CCFHCC have contracts to provide other services outside of the service contract with DHH?**

CCFHC contracts with the City of Baton Rouge for its Ryan White Part A and MAI grants. The vast majority of CCFHC's funds is received through federal funds and self-generated funds.

**4. Has CCFHCC submitted any bids for contracts or been granted any contracts that Mr. Valiere has personally participated through his position with OPH?**

No. The only OPH contract or agreement between OPH and CCFHC is the long-standing WIC contract.

**5. If so, which bids or contracts?**

Not Applicable.

**6. If possible, please provide an organizational chart that shows Mr. Valiere's position including his supervisor and people or agencies he supervises through his public position.**

See attached organizational chart showing Mr. Valliere's position in OPH. His position is one of the two Assistant Center Director positions located on the far left of the chart.